Architectural Review Application ~ Pine Bluff Owners Association, Inc. (PBOA)

Email or mail to: Toni Bouthillet, Byers Properties, *subject line: Pine Bluff HOA ARC Request*

PineBluffHOAjax@gmail.com | 767 Blanding Blvd # 112, Orange Park, FL 32065| 904-276-0252

SUBMIT 30 DAYS BEFORE ANY WORK STARTS: NO SUBMISSION WILL BE REVIEWED until the form is **FULLY** filled-out and **all required documentation provided**. Refer to Declaration of Covenants, Restrictions, and ARC Guidelines **PRIOR** to submission.

PLEASE WRITE LEGIBLY. *Add additional information on separate page, as needed.* **PLEASE WRITE LEGIBLY.**

☐ *This is an emergency request* ☐ *Yes* ☐ *No If yes, why is this an emergency:* _____

Name: _____ Cell phone: _____

Request by property owner *(only)*: ☐ *Yes* ☐ Add me to the text list

Pine Bluff property address: _____ 2nd phone: _____

Mailing address different? ☐ Yes ☐ No *If yes, what?* _____

Email: _____ ☐ Add me to the email list

Will work impact attached unit? ☐ Yes ☐ No ***Did you discuss with other owner:*** ☐ Yes ☐ No Date: _____

Method: ☐ Phone ☐ Email ☐ In-person Neighbor name/address: _____

Phone: _____ Resolution: ☐ Agreed ☐ Didn't Agree *Discussion/Reason:* _____

TYPE of REQUEST *(separate form needed for each request)* *NOTE: Review all related guidelines, policies, building codes, etc.*

☐ Roof Replacement	☐ Fences	☐ Windows/Doors	☐ Garbage/Trash Screen
☐ Paint *(ANY exterior)*	☐ Patios/Decks	☐ Landscaping	☐ Utility Building
☐ Exterior Siding	☐ Driveway/Parking Pad	☐ Play Sets	☐ Entrance Walkway
☐ Enclosures	☐ Handicap Ramp	☐ Other: _____	

SPECIFICATIONS and DETAILS: *(Necessary for approval. Attach copies of plans, estimates, proposals, pictures, plot plans, suitable diagram showing location, dimensions, etc. Homeowner is solely responsible for compliance, both HOA and legal.)*

_____

_____

_____

Materials: _____ *Are materials the same as current?* ☐ Yes ☐ No *If not, will both sides match?* ☐ Yes ☐ No

Color(s): _____ *Is color the same as current?* ☐ Yes ☐ No *If not, will both sides match?* ☐ Yes ☐ No

Would you be willing to volunteer for the community? ☐ Board ☐ Committee ☐ Other: ☐ No

Homeowner (only) Signature: _____ Date: _____

NOTE: *Compliance for any approvals is the SOLE responsibility of the owner of legal record and includes* ***compliance with all applicable building codes which is the responsibility of the owner and general contractor.*** *These plans have been reviewed by PBOA for the limited purpose of determining the aesthetic compatibility of the plans with the community and in conjunction with deed restrictions, ARC guidelines, etc. These plans are approved on a limited basis and do not include permission to encroach on another property owner's rights to use and enjoy all possible property rights.* ***This approval does not in any way grant variances to, exceptions, or deviations from any setbacks or use restrictions.*** *Any changes without prior Architectural Review Committee approval subjects these changes to disapproval and enforced compliance may result.* ***Legal fees are to be paid by the property owner if a non-compliance issue needs to be resolved through a legal process.***

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